

BURRILLVILLE REDEVELOPMENT AGENCY

MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: May 27, 2014
Meeting Time: 7:00 PM

Members Present:

| | |
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| James Langlois, Chairman | Jeffrey J. Barr, Vice Chairman |
| Edward Bonczek | Renay McLeish, Alternate Member |
| Mark Thompson, Alternate Member | Royal Laurent |

Members Absent:

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| Jeffrey J. Barr, Vice Chairman | David Fontaine |
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Staff/Consultants Present:

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| Michael C. Wood, Secretary | Scott A. Gibbs, NEEDS, Inc. |
| Tom Kravitz, Town Planner | |

Others:

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| Jeff McCormick | Bruce Hagerman, Crossman Eng. |
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Call To Order Of Regular Meeting:

Langlois called the Meeting to order at 7:03. Langlois requested that the minutes show that Jeff Barr has been excused from the meeting, and David Fontaine is not present. Alternate members Mark Thompson and Renay McLeish will be voting members at this meeting.

Approval of Minutes:

Approval of minutes of the March 25, 2014 Regular Meeting, and to dispense with the reading of said minutes.

Mike Wood indicated that this agenda item would be voted on at the next meeting.

Invoices:

None

Citizens Comment:

None

Consultants Staff Report:

Discussion, consideration and action relative to the Financial Report including Budgets and Audits.

Langlois made a motion to receive and file. Mark Thompson seconded the motion and the vote in favor was unanimous.

Old Business To Be Discussed And Acted Upon:

Discussion, consideration and action relative to the Stillwater Mill Redevelopment District

Neighborworks Project - Mike Wood stated that in light of RIDEM's recent approval of the site remediation plan, he needs to meet with the developer to review the project budget and funding. Wood stated that he would report back to the BRA in a month with the revised budget and project phasing. Langlois asked about the total project budget. Wood explained that the budget is about \$200,000 with \$100,000 covered by the DEM grant; however, the project will occur over three phases. Tim Kane referenced compliance with the RIDEM remediation report indicating that the remediation will have to occur consistent with industrial site remediation standards. Wood asked who would be taking responsibility for monitoring compliance with the remediation plan? Kane stated that he has discussed this issue with Neighborworks who indicated that their environmental engineer would review and monitor.

Tinkham Lane Street Lights - Langlois explained that they evaluate the streetlights in the fall and the spring. Langlois stated that seven lights were identified as needing replacement, one light that was under warranty. Renay asked why the lights were going out? Langlois responded that the Library Committee previously selected a light fixture that is not that good in bad weather. Royal Laurent stated that he noticed several of the LED Lights had burned out on Church Street and East Ave. Langlois stated that he would present the bill from Airhart Electric at the next meeting for consideration.

Discussion, consideration and action relative to the Downtown Pascoag Redevelopment District

Neighborworks Project - Wood referenced the draft agreement with Neighborworks indicating additional language has been inserted based on input provided by Kane and Gibbs.

Dunkin Donuts Park - Wood referenced the agreement, which has been revised to protect the Town regarding existing environmental issues. Wood stated that they are waiting for RIDEM approval. Wood stated that they still have the RIDEM grant money but it must be spent by calendar year end. Wood referenced structural

beams that have been left at the site that he thinks should be incorporated into the design. Jeff McCormick and Bruce Hagerman presented a PowerPoint of the park project site and the exposed beams, which McCormick indicated could be incorporated into the design. McCormick and Hagerman provided an overview of some design options balancing cost implications and what the Department of Public Works has the internal capacity to do. Laurent referenced the issue of trash, which emanates from the Dunkin Donut's property. Laurent suggested that trash receptacles be integrated into the design.

McCormick stated that the cost for the preferred design option improvements is \$120,000 if they go with a private contractor, which can be reduced depending on how much work can be performed by the DPW. Wood summarized the discussion stating that the improvements seem doable in context of budget constraints. Langlois made a motion to approve Design Option #2. Laurent seconded the motion and the vote in favor was unanimous.

Request From Thai Tyme – Royal Laurent recused himself from the discussion and any vote regarding this agenda item. Kravitz referenced the business owner's request for funding support regarding renovations to the building. Wood indicated that the BRA has budget constraints and summarized other funding obligations that the BRA will have including the parking lot associated with the Neighborworks' project. Wood suggested possible capital availability of \$15K - \$20K targeted to a specific improvement such as the deck. Kane referenced the lending options suggesting that the real estate should be pledged as collateral with the BRA paying the contractor directly. Kravitz stated that CDBG loans are typically issued at 3%. Wood suggested that if the BRA is interested in assisting Thai Time the BRA commit to a funding level and have the property owner come back to the BRA with a formal request. Langlois referenced Thai Tyme's budget estimates indicating that \$16,700 was linked to the deck construction. Langlois made a motion to commit up to \$15,000 to be lent to Thai Tyme, linked specifically to deck renovations. Langlois stated that the motion was subject to the business owner coming back to the BRA with a property improvement master plan and negotiation of acceptable terms and conditions to the loan. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Program of Work – Wood stated that no action is required regarding this agenda item. Wood stated that the Program of Work has been issued to the Town Council members.

New Business To Be Discussed And Acted Upon:

None

Correspondence:

James Langlois made a motion to receive and file two correspondences from the Assembly Theater. Renay McLeish seconded the motion and the vote in favor was unanimous.

General Discussion:

None

Executive Session:

Request for Executive Session from Michael C. Wood, Secretary, pursuant to Rhode Island Open Meeting Law [42-46-5 (a) (5)] for discussion and considerations related to the acquisition, sale or exchange of real property.

- Plat 175/Lot 043 (apartment house) 84-86 Pascoag Main Street

No items to discuss in Executive Session.

Adjournment:

On a motion by Langlois, seconded by McLeish, the meeting was adjourned at 8:02PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____